



Virginia Aviation Board  
Meeting Minutes

The Virginia Aviation Board held a meeting on Thursday, November 12, 2015, at the Holiday Inn Richmond Airport, 445 International Center Drive, Sandston, VA 23150. The meeting was recorded, with the video available through the Virginia Department of Aviation's website, [www.doav.virginia.gov](http://www.doav.virginia.gov). Copies of all presentations are available upon request.

MEMBERS

John V. Mazza, Jr., Chairman	Present
Charles M. Quillin, Region 1	Present
Robert H. Hahn, Jr., Region 2	Present
Derek M. Hardwick, Region 3	Absent
Roderick D. Hall, Region 4	Present
Daniel G. Oakey, Region 5	Present
William E. Coburn, Region 6	Present
Cheryl P. McLeskey, Region 7	Present

OTHER ATTENDEES

Matthew J. Thys	FAA Washington Airports District Office
Jeffery R. Allen	Office of the Attorney General
Randall P. Burdette	Virginia Department of Aviation

Virginia Department of Aviation staff, state government representatives, federal government representatives, airport sponsors and managers, consultants, engineers, business owners, and city and county representatives were also present.

1. Call to Order John V. Mazza, Jr.  
Chairman

The chairman called the meeting to order at 10:02 a.m.

Mr. Mazza and Mr. Burdette recognized the work of outgoing board member Thomas Inman, II, who represented Region 4. Mr. Burdette awarded Mr. Inman with a plaque on behalf of the VAB and DOAV. Mr. Inman shared that as a pilot he knew the quality of Virginia airports, and when he joined the VAB, he learned about the caliber, integrity, and hard work of DOAV in maintaining such a system of airports.

2. Review and approve minutes John V. Mazza, Jr.  
Chairman

The minutes of the August 20, 2015, workshop were approved without change. The minutes of the August 21, 2015, meeting also were approved without change. The minutes of the February 19, 2015 meeting were amended to include the motion made by Mr. Oakey to accept VRA's recommendation to utilize Option 3 with the condition that the recommendation goes to the VRA board and no problems are found that would impact the program, the appropriate seconding of the motion, and the unanimous approval by

the board. The minutes of the May 21, 2015 were amended to remove the change made for the VRA action at the August 21, 2105 meeting.

3. Updates and Announcements:

a. Virginia Department of Aviation Update

Randall P Burdette  
DOAV

Mr. Burdette updated the board and attendees on aviation issues and activities across the Commonwealth. The presentation topics included information on upcoming statewide studies, reactivation of the instrument approach procedures for the Allen C. Perkinson Municipal Airport, stormwater testing, environmental reviews, an update of the Airport Program Manual, the Secretary of Transportation's Strategic Communications Team, education opportunities, and upcoming events

Steve Harris with DOAV provided an update on the aircraft accidents in Virginia since the last VAB meeting. He noted that all the accidents occurred in the maneuvering phase, with mechanical issues also involved in two of the accidents.

b. FAA Washington Airports District Office Update

Matthew J. Thys  
FAA WADO

Mr. Thys provided an update on activities from Fiscal Year 2015, including the issuance of 55 new grant agreements and the closure of 56 grant agreements. He credited the ADO staff, DOAV staff, sponsors, and consultants working together as the reason the ADO was able to close so many grants.

Mr. Thys shared an outlook for Fiscal Year 2016, noting the year will function as a split program. The ADO is hoping to have additional information on the program by the beginning of calendar year 2016. Mr. Thys encouraged sponsors to begin planning for their Fiscal Years 2017-2019 Capital Improvement Plans (CIP) and holding CIP meetings with the ADO and DOAV. Mr. Burdette thanked Mr. Thys for the work WADO does for airports in the state and asked sponsors to let FAA know as soon as they learn they need to turn in their non-primary entitlements so DOAV can work with FAA to keep the money in Virginia.

Mr. Thys provided highlights on several new advisory circulars, FAA orders, and standard operating procedures. He noted that the focus on Runway Safety Areas is reaching its sunset point and runway incursions are moving into the forefront.

c. FAA Flight Services District Office Update

Maury Dacey  
FSDO

Mr. Dacey provided updates on aviation medicals, drones, and Next Generation advances. Currently, out of approximately 14,000 medical certifications sought by pilots, only 300 are denied. Within the aviation community, a movement is focused on removing the requirement for the third-class medical certificate and replacing it with a self-certification which utilizes a pilot's personal physician for the determination of fitness for flying. The self-certification is currently used for sport aircraft.

Mr. Dacey shared that the FAA's recommendations for the registration of drones is expected to be released November 20, 2015. Work on the registration issue had included trying to streamline the process and to exempt low risk models such as toys.

Mr. Dacey provided a brief overview of ADSB and its ability to track aircraft to a runway. "ADSB Out" equipment is required to be installed by January 1, 2020, in all aircraft mandated to carry transponders. "ADSB In" equipment is encouraged as the safety feature allows pilots to access real time radar and weather as controllers do. Aircraft owners are encouraged to not wait to get the required ADSB equipment installed. Additional discussion was touched on the availability and cost of equipment.

Mr. Dacey talked about the Helicopter Safety Summit sponsored by the FSDO safety team, DOAV, and Helicopter Association International. Participants included pilots from the community, police and emergency medical service agencies, and military.

d. Virginia Airport Operators Council Update

Richard C. Rempe  
VAOC

Mr. Rempe announced the new VAOC officers, the selection of the Homestead as the site of the annual conference to be held August 16 through 20, 2016, and the selection of Staunton as the site of the spring workshop to be held in April. He also reminded attendees of the legislative day scheduled for February 4, 2016.

Robert Bowen, Deputy Executive Director with the Norfolk International Airport, gave a presentation on the general aviation facility rehabilitation and passenger terminal refurbishment, for which the airport used federal, state, and local funding. The improvements to the general aviation facility included expanded parking, new lighting, and landscaping. Landmark Aviation funded improvements to private-use areas. Phase 1 of the passenger terminal improvements included flooring, lighting, concession changes, and security checkpoint expansion. Phase 2 of the refurbishment is underway, including skylights, new restrooms, lighting, and additional flooring improvements.

e. Virginia Aviation Business Association Update

David L. Young  
VABA

Mr. Young presented an update of VABA activities, focusing on legislative actions. VABA proposed modifications to FAA's policy on the non-aeronautical use of airport hangars and state legislation regarding airport access fees; supported the elimination of aircraft parts tax in the state; and opposed a privatized air traffic control system, changes to the GI bill that would affect flight training, and the non-aeronautical use of the William M. Tuck Airport. The presentation also covered information on scholarships, the association's new website, and the legislative reception, to be held February 3.

d. Mid-Atlantic Aviation Partnership Update

Rose Mooney  
MAAP

Ms. Mooney provided an update on activities undertaken by MAAP. She noted that MAAP has flown more hours than any of the other test sites. MAAP is currently running operations from the Blackstone, Lonesome Pine, and Wallops facilities, as well as several private airports and off of airports around the state. Highlights of Virginia activities included working with media on how to work safely with manned aviation, new NASA contracts, testing with utility companies, and working with first responders and emergency management agencies. Ms. Mooney announced the hiring of Mark Blanks as the new associate director.

4. Old Business

a. Virginia Air Transportation System Plan Update

Allan A'Hara  
AECOM

Mr. A'Hara gave a presentation on the update of the Virginia Air Transportation System Plan (VATSP). He reviewed the study elements and noted sponsor participation throughout the project. Mr. A'Hara discussed aviation's role to the state's economy, anticipated growth for commercial and general aviation, airport accessibility, and proposed actions to increase the state system performance. He introduced the new business class airport designation identified to enhance the state system for the business community. He outlined actions to increase overall system performance and plan implementation, touching on the funding level gap analysis conducted for the study. The final product of the update provides DOAV with a database to help make year to year funding decisions, supported by collaboration between federal, state, and local agencies. Over the 25-year planning period, more than \$4.3 billion are needed to implement all

the VATSP recommendations. The executive summary and technical report will soon be available for distribution.

Board members asked questions about the consideration of a potential Dulles South airport, social trends influencing air travel, and the future of smaller air carrier airports. These were not included in the study.

b. Pavement Management Study

Wayne J. Seiler  
All About Pavement, Inc.

Mr. Seiler reported on the statewide airport pavement management update. The update included visual inspections of 62 airports, the review of pavement construction projects since the last study, and the development of individual airport improvement plans and pavement classification numbers. He stressed the importance of pavement preservation, especially with tighter funding availability. Mr. Seiler provided an overview of the inventory by airport classification, surface type, and usage, as well as a budget analysis looking at activity levels of no action, constrained action, and unconstrained action. He noted that it is likely pavement condition indexes would drop 10 to 12 points if no work is done. The statewide six-year capital improvement plan cost is approximately \$252 million, demonstrating the need to begin taking action now.

Mike Speidel with Sightline reported on the statewide pavement marking assessment of 56 airports conducted in conjunction with the pavement management update. He noted that Virginia was the first state to incorporate pavement marking with a pavement management study. The assessment used a 100 point scale; the ratings of the Virginia airports ranged from 33 to 56 points. Mr. Speidel reviewed criteria used in the study. He noted that visibility, both day and night, was affected by contaminants, algae growth, rust discoloration, and age. Part 139 standards, which include placement, straightness, and width, were used for consistency even though not all airports in the study had to conform to those standards. Recommendations were made for each airport. The overall estimated statewide budget to meet the recommendations was \$4.4 million.

c. Public Private Partnership Policy Request

J. Douglas Koelemay  
Virginia Office of Public-  
Private Partnerships

Mr. Koelemay shared that since the August workshop, staff from the Office of Public-Private Partnerships and DOAV have worked together to identify ways airport sponsors, individually and in groups, can use public-private partnerships for airport projects. He provided an overview of the Public-Private Transportation Act of 1995, noting opportunities for project advancement outside of the Virginia Public Procurement Act, such as awarding contracts based on the best value over the lifecycle of a project instead of the lowest price offer upfront or bundling projects. Mr. Koelemay discussed the relevant guidelines; the project delivery process that includes transparency, public engagement, and accountability; and the phased approach for project delivery.

Cliff Burnette with DOAV said the board would be asked at its February 2016 meeting to adopt the *Virginia Public-Private Partnerships Implementation Manual and Guidelines* for inclusion in the *Airport Program Manual*.

5. New Business

a. Virginia Aviation Board Review  
Tentative Allocations from the Commonwealth Airport Fund

J. Michael Swain  
DOAV

Mr. Swain presented a staff recommendation for the withdrawal of a tentative allocation in the amount of \$196,879.00 that was awarded to the Virginia Highlands Airport on February 21, 2013 for land acquisition of various parcels. Ms. McLeskey made a motion to accept staff recommendations. Mr. Coburn seconded the motion. The board unanimously approved the motion.

Mr. Swain provided the quarterly reports on the effect of the increased AIP match and the reimbursed cost of site plan reviews charged by localities. To date, the increase in the state match has not adversely impacted the ability to fund projects. During the last quarter, DOAV reimbursed \$4,158.19 for a drainage pro-rata payment charged by the City of Chesapeake to the Chesapeake Regional Airport Authority. The fee was calculated based on the proposed increased impervious surface of the apron being designed for the north terminal area.

For the following Fiscal Year 2015 Entitlement Utilization Reports, presented to the board by Mr. Swain, Mr. Oakey made a motion to accept staff recommendations. Mr. Hall seconded the motion. The board approved the motion.

- Lynchburg Regional Airport
- Norfolk International Airport
- Shenandoah Valley Regional Airport

Mr. Swain presented the project requests and staff recommendations. The board actions are summarized below. These results are available at [www.doav.virginia.gov](http://www.doav.virginia.gov). After the allocations were awarded, the following state discretionary funds were available:

Air Carrier/Reliever Discretionary	\$5,280,502.64
General Aviation Discretionary	none

For Region 1, Mr. Quillin made motions by airport to accept staff recommendations for the allocation of capital funds. When making the motion for the Virginia Highlands Airport, Mr. Quillin added a caveat that he had comments to follow board action on the motion. The motions were appropriately seconded. The board unanimously approved all motions.

Mr. Quillin asked Mikey Hines, manager for the Virginia Highlands Airport, to speak. Mr. Hines provided an overview of the airport, noting eight based aircraft. He spoke of the efforts of the sponsor to support and fund the runway extension, including involving other stakeholders, obtaining a \$3 million line of credit to purchase land, obtaining \$300,000 from the Tobacco Region Revitalization Commission, and obtaining \$3 million from VDOT and Washington County for a road relocation. Mr. Hines talked about coordinating with DOAV and future meetings to discuss options, including changing the airport's role status, seeking multi-year funding as described in the Airport Program Manual, and obtaining bridge loans. The sponsor has secured funding to pay back a bridge loan in 48 months if FAA has not been able to fund the project. Mr. Quillin made a motion to award the remaining balance of \$78,140.96 in the General Aviation Discretionary Fund to the Virginia Highlands Airport Authority as a bridge loan for the purchase of the Johnson parcel, which the sponsor will reimburse within 48 months. The motion was appropriately seconded. The board unanimously approved the motion.

Airport	Project Description	VAB Action	Amount
Blue Ridge Regional Airport	Terminal Building Replacement Furniture	Approved	\$9,043.00
Lonesome Pine Airport	Stormwater Pollution Prevention Plan & Spill Prevention Control and Countermeasures Plan Updates	Approved	\$4,320.00
New River Valley Airport	Runway 24 Partial Parallel Taxiway (Construction) - INCREASE	Approved	\$124,505.00
Twin County Airport	Fueling System Upgrade - Repairs / Electrical Upgrade - Phase 2	Approved	\$7,069.00
Virginia Highlands Airport	Runway 6-24 Extension - Land Acquisition - Gent (91) (Fee) - BRIDGE LOAN	Disapproved	N/A

Virginia Highlands Airport	Runway 6-24 Extension - Land Acquisition - Johnson (92) - BRIDGE LOAN - CHANGE IN SCOPE	Disapproved	N/A
	Runway 6-24 Extension - Land Acquisition - Johnson (92) (Fee) - BRIDGE LOAN	Disapproved	N/A
	Runway 6-24 Extension - Land Acquisition - Snead (90) (Fee) - BRIDGE LOAN	Disapproved	N/A
	Runway 6-24 Extension - Land Acquisition Services - Gent - BRIDGE LOAN	Disapproved	N/A
	Runway 6-24 Extension - Land Acquisition Services - Johnson - BRIDGE LOAN	Disapproved	N/A
	Runway 6-24 Extension - Land Acquisition Services - Snead - BRIDGE LOAN	Disapproved	N/A
	Runway 6-24 Extension - Supplemental Environmental Assessment	Disapproved	N/A

For Region 2, Mr. Hahn made a motion to accept the staff recommendation for the allocation of capital funds for the Luray Caverns Airport. The motion was appropriately seconded. The board unanimously approved the motion.

Airport	Project Description	VAB Action	Amount
Luray Caverns Airport	Environmental Coordination (Short Form) - Terminal Area Development	Approved	\$44,800.00

For Region 3, Mr. Hahn made motions by airport to accept staff recommendations for the allocation of capital funds. The motions were appropriately seconded. The board unanimously approved all motions.

Airport	Project Description	VAB Action	Amount
Manassas Regional Airport	Runway 16L-34R Extension (Construction) - INCREASE	Approved	\$40,000.00
	Runway 34R Medium Intensity Approach Lighting System (Final Design)	Approved	\$59,344.00
Warrenton-Fauquier Airport	T-Hangar Taxiways Rehabilitation (AIP) (Construction) - INCREASE	Approved	\$41,787.00
	T-Hangar Taxiways Rehabilitation (Non-AIP) (Construction) - INCREASE	Approved	\$426,398.00

For Region 4, Mr. Hall made motions by airport to accept staff recommendations for the allocation of capital funds. The motions were appropriately seconded. The board unanimously approved all motions.

Mr. Hall asked when the information was expected for the Louisa County Airport terminal projects. Mr. Swain responded that a terminal conceptual study was conducted in 2001 and a terminal area plan study was recently completed, but the sponsor had yet to inform DOAV of the siting and floor plan selected. Jeff Tarkington with TBI added that changes within the county administration had taken place, leading to the need for additional decision making on the project.

Airport	Project Description	VAB Action	Amount
Louisa County Airport	Terminal Building & Site Preparation (Design)	Disapproved	N/A
New Kent County Airport	Taxiway Rehabilitation (Design / Construction) - INCREASE	Approved	\$21,126.00
Tappahannock-Essex County Airport	Environmental Coordination (CatEx) - Pavement Rehabilitation	Approved	\$8,000.00
	Hangar Site Preparation (Construction) (AIP) - INCREASE	Approved	\$3,150.00

For Region 5, Mr. Oahey made motions by airport to accept staff recommendations for the allocation of capital funds. The motions were appropriately seconded. The board unanimously approved all motions.

Mr. Mazza asked for the status of the runway pavement issue. Amy Wells with DOAV responded that a third party tested the pavement and consultants were working on a solution to the problem. The situation may go into litigation.

Airport	Project Description	VAB Action	Amount
Danville Regional Airport	Taxiway 'A' Fillet Widening (Design) - INCREASE	Approved	\$2,864.00

For Region 6, Mr. Coburn made motions by airport to accept staff recommendations for the allocation of capital funds. The motions were appropriately seconded. The board unanimously approved all motions.

Airport	Project Description	VAB Action	Amount
Emporia-Greenville Regional Airport	Partial Parallel Taxiway - Phase 4 (Design) & Wetland Permitting & Mitigation	Approved	\$18,800.00
Lake Country Regional Airport	Runway Rehabilitation - Environmental Permitting & Wetland Mitigation	Approved	\$67,200.00

For Region 7, Ms. McLeskey made motions by airport to accept staff recommendations for the allocation of capital funds. The motions were appropriately seconded. The board unanimously approved all motions.

Airport	Project Description	VAB Action	Amount
Middle Peninsula Regional Airport	Eastern Development Access Road (Design / Construction) - INCREASE	Approved	\$105,926.00
	Environmental Assessment for 5-Year Development	Disapproved	N/A
	Fueling System Upgrade - Self-Service Console Shelter	Approved	\$1,976.00
	Spill Prevention Control and Countermeasures Plan & Oil Discharge Contingency Plan Updates	Approved	\$104,010.00
	T-Hangar Site Preparation (Design)	Approved	\$42,000.00
Suffolk Executive Airport	Partial Parallel Taxiway & Localizer Relocation (Construction) - INCREASE	Approved	\$117,578.00
	Terminal Parking Rehabilitation & Expansion (Design)	Disapproved	N/A

6. Public Comment Period

John V. Mazza, Jr.,  
Chairman

No public comments were offered.

7. Board Member Comments and Reports

John V. Mazza, Jr.,  
Chairman

Mr. Oakey shared that DOAV, the Town of Blackstone, and the Virginia National Guard are working toward completing a memorandum of understanding for the Allen C. Perkinson Municipal Airport, with another meeting scheduled for December.

Ms. McLeskey commended Ken Spirito, Executive Director for the Newport News-Williamsburg International Airport, for working with the city to reduce the personal property tax for aircraft.

8. Adjournment

John V. Mazza, Jr.,  
Chairman

The chairman adjourned the meeting at 1:20 p.m.